

TOWN OF BROWNVILLE
BOARD OF SELECTPERSONS MEETING MINUTES
Wednesday, August 24, 2022 ~ Beginning @ 6:00 pm
American Legion Post #92 ~ 67 Railroad Ave. Brownville

1. Board of Selectpersons Meeting Call to Order – Meeting was called to order by Chairman Byron Weymouth at 7:00PM.
 - a. Selectpersons Present: Byron Weymouth, Shelly Ekholm, Kevin Emery & James Hartin
 - b. Employees Present: Felice Lyford, Alicia Harmon, Jeffrey Witham & Shawn Mitchell
 - c. Residents/Others Present: Kelli Witham
2. Approval of prior meeting minutes from July 19, 2022 – Minutes were approved, motion made by Shelly Ekholm, seconded by Kevin Emery, all in favor.
3. Review of the Treasurer's Warrants (Payroll, Accounts Payable, Water/Sewer)
4. Department Head Updates
 - a. **Administration**
 - i. **Banking Authorizations** – In order to set up a new account at Maine Highlands FCU the Board needs to authorize and sign a letter stating who is able to access the account.
Motion to authorize the Treasurer and Deputy Treasurers to open a new account at MHFCU with full access to the account. Motion was made by Kevin Emery, seconded by Shelly Ekholm, approved by all.
 - ii. **Website Design Update** – You may or may not have heard that our e-mail service provider passed away unexpectedly last month. We are updating the contact information for our domain and have engaged Stephanie Miller out of Steuben to create our new website. She has other projects ahead of us, but we are on her calendar. We continue to work on the layout. Payment has been made for the design.
 - iii. **Budget Review** – Felice enclosed the budget for the Board's review. No questions at this time.
 - iv. **Comprehensive Plan Update Committee** – We had a few suggestions for possible members for the committee and they have declined (Sam Knight & Dennis Green). So, we currently have the following individuals interested in being on the committee: Crystal Cail, Kevin Black, Felice, Bob Drake, Leesa & Jeff Coates (maybe), Felix Blinn, Libby Corsi, Lynn & Ronnie Gerrish and possibly Shelly if it is not a conflict (Felice sent a follow-up e-mail to MMA). If it is, she can certainly attend the meetings and have input as an attendee. Lynn Weston is also interested, but is committed to the Broadband Coalition, so she may attend some meetings but plans to get updates from Lynn Gerrish. Lorna has agreed to consult/assist as needed. She has a great deal of background in land use and planning.
Motion to appoint Crystal Cail, Kevin Black, Felice Lyford, Robert Drake, Leesa Coates, Jeff Coates, Felix Blinn, Libby Corsi, Ronald Gerrish and Lynn Gerrish as Comprehensive Planning Committee Members and Lorna Thompson as a Comprehensive Planning Committee Consultant. Motion was made by Shelly Ekholm, seconded by Kevin Emery and approved by all.
 - v. **Maine Highlands Broadband Coalition** – Lynn Weston has attended a couple of meetings to date. She is keeping the manager updated. When Felice attended the first informational meeting for the coalition, only four towns had signed on. Lynn reports there are now 11 towns, which means we have a greater chance of qualifying for larger

amounts of grants to fund the expansion of broadband. This can be a lengthy project estimating at 1-3 years.

- vi. **New Tax Legislation** - Property Tax Stabilization for Seniors became effective 8/8/2022. We have people submitting applications already. Apps are due 12/1/2022 and would cap qualifying individuals' taxes to their 2022 amount starting in 2023. The State is paying the difference to the Towns.
- vii. **Workers' Comp Safety Incentive Program** – Kevin and Felice drafted the policies and various other guidelines for this program. Board Members received copies of the drafted policies, guidelines and/or programs to review ahead of time. The policies will also be added to Personnel Policy
Motion to adopt the following safety and wellness policies: Slips, Trips & Falls; Back Injury Prevention & Safe Lifting; Ergonomics; Return to Work Policy; Safety Committee Guidelines; Incident Review Program; and Employee Wellness Program. Motion made by Shelly Ekholm, seconded by Kevin Emery and approved by all.
- viii. **Cannabis Reimbursement** – Funds are being set aside at the state level that were generated from cannabis revenues, to reimburse towns that opted in to the adult use medical marijuana law. Legal bills associated with our implementation of the ordinance qualify as well as advertising. We should be getting close to \$2,000.00 back from the State.
- ix. **Tax Abatements** – We have several abatement recommendations from the Assesor for the Board to vote on. Two of them (Carol Davidson & Debra Barrieault) are for Veteran's exemptions. Lorna had received the exemption applications on time; however, she requested additional information which did not come in until after we committed taxes, so they truly qualify and are entitled to their exemptions. Two of them (William & Kathleen Usher) are for mobile homes in the trailer park that did not have an owner identified, so they were taxed to the park owner. They have indicated who the correct owners are, and we can supplement them in the next. Premium Log Yards Inc had removed their building sitting at the Brownville Log Yard several years ago, but didn't inform us. The last one is for David & Denise Bragdon for a building taxed on the wrong lot.

Motion to approve the following abatements per Lorna's recommendation –

- Carol Davidson, Acct# 721, Map 21 Lot 2, for Veteran's Exemption - \$144.00*
- William & Kathleen Usher, Acct# 1249, Map 4 Lot 13-12Z for Mobile Home to be supplemented to Alicia Conley - \$67.32*
- William & Kathleen Usher, Acct# 773, Map 4 Lot 13-9Z for Mobile Home to be supplemented to Rhonda Shaw - \$165.24*
- Premium Log Yards, Inc, Acct# 791, Map 13 Lot 16-Z, for Building removed several years ago - \$275.40*
- Debra Barrieault, Acct# 463, Map 18 Lot 80, for Veteran's Exemption - \$144.00*
- David Bragdon, Acct# 1293, Map 1 Lot 107-D, for building on wrong lot, overvalued - \$316.20*

Motion was made by Shelly Ekholm, seconded by Kevin Emery and approved by all.

- x. **Admin -Safe/Refrigerator/Printer** –Our refrigerator in the conference room was only cooling to slightly above room temperature in recent weeks. We cleaned it out including all the coils/vents etc, and it still wasn't cooling. Found cheapest option for \$599. Will need

authorization to pay from Admin Reserve. We have also recently had some trouble opening our large safe as something inside the locking mechanism is breaking down. I have found a similar safe (lighter weight which is better for our floor/support beams) and a little smaller for approximately \$1,500 delivered, and would also like to purchase that from Admin Reserve if possible.

Motion to allow the purchase of the new refrigerator for the amount of \$599 be taken from Admin Reserve. And

Motion to allow the purchase of a new stand-up safe for the Town Office at a cost of approximately \$1,500 to also be taken from Admin Reserve. Motion was made by Shelly Ekholm, seconded by Kevin Emery and approved by all.

a. Public Works

- i. **Sanitation & Highway Truck Repairs** - The Mack Truck exhaust system (DEF System) was repaired and expect the cost to be around \$3,100. The sanitation truck has been in for repairs on the air condition system. We are waiting for a compressor, but this item may be under warrantee. Job is not complete yet, no estimate available.
- ii. **MRC Update** –MRC received a \$42,467.00 grant from the Maine Technology Institute's (MTI) Pandemic Recovery for an Innovative Maine Economy (PRIME) Fund. The funds will be designated and used for needed items and planning to move forward to reopen the Facility. Also, MRC announced exclusivity to partner with an investment group led by Revere Capital Advisors LLC.
MRC will negotiate and execute key agreements between the Revere-led group and the MRC's newly formed LLC “Municipal Waste Solutions”, which will be the part owner of the Hampden Facility
Revere and its affiliates would provide the capital funding needed to restart and operate the Facility and assume the position of majority partner in Municipal Waste Solutions,
UPDATE E-MAIL REC'D 8/10/2022:
It's official! MRC is now the owner of the Hampden Facility. With the Court's approval of the sale last week, MRC completed the paperwork to officially own the plant. After two long years of uncertainty, we are excited to take full control and make timely decisions on plant operations. We can now focus our energies on reopening under the new name, Municipal Waste Solutions, and the successful return to processing municipal solid waste and recycling for our members. We look forward to sharing more positive news as we progress with restarting the Facility.
- iii. **PSWC Update** – At the July 20th meeting, the Board voted to hire Mike Conley as the Site Manager for the transfer station/cdd landfill. Mike is the Public Works foreman in Milo and has been running the site for several months, with Milo billing the corporation for time and resources. Mike was also a PSWC Board member and had to give up his seat per the bylaws. The Town of Brownville will continue to process payroll for the corporation, but required the purchase of the payroll module from TRIO, which was approved at that meeting as well. PSWC Board will be working with a Maine Resource Recovery Association to broker deals for recycling and generating the highest rates of return for our revenue stream. Board voted to have Mike get the containers at the site and should have the recycling program back up and running soon. There has been some misunderstanding by some PSWC Board members about who will be responsible for what duties as it relates to having our own employees vs if we had contracted the services. Brownville is not able to take on human resources/personnel, policy creation or administration and training duties related to PSWC staff; however, the addition of payroll can be absorbed and we anticipate asking for an additional \$1,000 next year as

there are additional reporting requirements (currently we receive \$4,000 annually to take care of the financials, contracts, insurances, agendas, report etc). Things are looking great at the facility. The workers are only letting a few people in at a time

- iv. **Underpass Project Funding** – Felice stated that we received a second e-mail from Senator Collins office indicating our funding request made it through the next step in the process. It will have to be voted on by the full house and senate. Kevin suggested that Felice write to our other US representatives to make them aware and ask for their support, she sent them letters on 8/1. This is certainly great news! Today (8/10) Felice received a call from Rep. Golden’s Office asking for more information on our project as he would most certainly want to support funding for us. He wants to come meet with us for several hours, tour the town and discuss other needs we have as a community that they could assist with. We will try to set something up for the week of August 22nd when Kevin returns from vacation.
- v. **Public Works Screen** – The Town purchased a new screen a couple years ago, as our old one would cost more to repair, for our purposes, than to buy a new one. PSWC was in need of a screen for the ash pile as it needs to be screened before we get rid of it. Dean also approached us about purchasing it, and offered \$100. From a financial perspective, it is more beneficial to the Town to have PSWC purchase it as it could save us a potential increase in our assessment later on. Price of metal right now would put its worth at about \$60. Mike came and looked at the screen and decided it would not fit PSWC needs.

Motion to sell the old public works screen to Dean Bellatty for \$100. Motion was made by Shelly Ekholm, seconded by Kevin Emery and approved by all.

b. Public Safety

- i. **Fire Department New Hire Recommendations** – We have three new applications for Firefighter for the Board’s consideration: Travis Adams, Dylan Gage and Corbin Cyr. The Chief is recommending we hire all three. Dylan is under the age of 18 and may be restricted in some areas until he is of age, but it is good to get a jump start on training. They would all be able to start in the Fire School starting the first of September. Basic Fire School is being hosted by Brownville Fire and will start on September 1, 2022.
Motion to hire Travis Adams, Dylan Gage and Corbin Cyr as Firefighters. Shelly Ekholm made the motion, Kevin Emery seconded and all were in favor.
- ii. **Fire Truck Repair** – The radiator was fixed on the new pumper tanker truck. It doesn’t appear to have any other issues (thank goodness!) and it is under warranty with Deep South, so we should be getting reimbursed. Cost to repair was approximately \$2500.
- iii. **Dangerous Buildings** – Gerard Turgeon was in 8/15 to talk about his letter regarding the dangerous building at 844 Main Rd. Felice was not in the office, but called him back on 8/16. He is planning to have it torn down by 12/31/2022. Felice told him she would mail him an agreement to that affect. He agreed. Felice drafted a non-compliance agreement for the Town to remove and he would be charged to have it torn down & pay legal fees, if he breaks his agreement.
- iv. **Cemetery Committee** – Autumn drafted a policy/guidelines for the cemetery to help guide the committee. We would like to meet with those that have expressed interest and review what the committee will be working on to be sure there is an understanding that it’s more than just making the cemeteries look pretty. Jenise McSorley, Kelli Witham & Stephen Dean are interested in being on this committee.

- v. **Generators** – The electrician is tentatively scheduled to install the generators at the American Legion and Village Fire Station in September or October. Definitive date to be determined.

c. Parks & Recreation

- i. **Acceptance of Donations – Rec & Fire Depts** – We have received some donations for the Rec & Fire Depts that each department would like to use to purchase needed items that are not part of their regular budget. Felice is not sure what the Board’s philosophy is on donations, but would like clarification so our department heads will know what the expectations are. For now, we are asking these donations for the Rec Dept and the Fire Dept go toward needed items. The Fire Dept & Auxiliary received a \$1,000 donation from Kathy Lundin (she didn’t indicate how much for each). The auxiliary has agreed to let the fire dept spend their portion of the money on needed pagers and we would like to do that with the whole amount.

Motion to accept the \$1,000 donation for the fire department and authorize the chief to purchase needed pagers with the funds. Motion made by Shelly Ekholm, seconded by Kevin Emery and all were in favor.

Motion to accept \$1,635.00 donation in Richard Melanson’s memory for the rec department and authorize the rec director to purchase needed items with the funds. Motion made by Shelly Ekholm, seconded by Kevin Emery and all were in favor.

- ii. **Davis Field Progress** – Stop by and take a look at all the work that has been done at the field. Kudos to our Public Works Crew, Rec Crew, Gerrish’s and volunteers for doing such a good job on the expansion, clearing and playground installation. It’s been a process, but what an amazing outcome it will be when it’s complete! Sebec Fencing returned to finish the fence and close up the right side of the back field. We will need a vote on where to take the funds to pay for the fencing project. Felice reviewed the minutes previously, and thinks it was the intent to have it come out of Town Owned Property, but there was no official vote. The price almost doubled from the original estimate as well.

Motion to pay for the fencing at Davis Field from Town Owned Property. Motion made by Shelly Ekholm, seconded by Kevin Emery and all were in favor.

d. Water/Sewer

- i. **Water Lien Foreclosures & Waiver Consideration** – The manager recommends waiving foreclosure on a water lien for 61 Pleasant Street in the name of Danny Corson and Marie Michaud as the property secures a mobile home only, and it is in rough shape. It would likely cost the town money to get rid of it, and the condition of the home would be a liability to the Town.

Motion to have the Treasurer file a Water Lien Waiver of Foreclosure for the mobile home located at 61 Pleasant Street, also known as Map 13 Lot 12-Z (building only) in the name of Danny Corson and Marie Michaud for a water lien dated March 12, 2021. Motion made by Shelly Ekholm, seconded by Kevin Emery and all were in favor.

- ii. **Water Leak & Service Connections – Main Street in Jct.** – Phil, along with the PW Crew and EJ Prescott have been diligently searching for a water leak in the junction system. They did find a leak on an old line, but they have also discovered a newer main that multiple residents/services are not connected to. Many are still on the old service which is problematic with new lead/copper rules. It’s not clear why those services would not have been connected at the time the main was installed, but they should be

now. Kevin got one estimate to move the services/lines for \$35,000.00. We will continue to look into funding for the project, but the work may not take place until next year.

5. Open Session

BRIDGE RE-NAMING CEREMONIES – As you all know, all three bridges in Brownville were re-named to honor three local men that proudly served our country. Here is a rundown: The dedication ceremonies (at each of Brownville's bridges) have been set for Wednesday, September 14th beginning at 10:00 a.m. The first ceremony will be at the bridge in Brownville Village and is being dedicated to the memory of Stanley S. Larson. Next will be the Brownville Junction bridge, dedicated to the memory of Edward F. Stone. The final ceremony at what has been known as Walker's bridge which will be dedicated to the memory of Elden H. Cail. We anticipate that each ceremony will take about 20-25 minutes and there will be travel time between each location. The Brownville/Jct Historical Society is taking care of sending invitations to families etc. The Board will be invited as well as Senator Paul Davis, Representative Dr. Richard Evans and both local Legion Posts. The plan is to have me welcome everyone to each location, Rev. Dean will say a prayer, Color Guard & Legion Reps if available, Patriotic song by Susan Worcester, I'll introduce the Senator & Representative to say some brief words, Dan from the Historical Society will read a summary of the individual's military service, comments from family/friends, then I will wrap up and thank everyone for attending. If it's a rainy day, they will have it inside, possibly at the Community Church Hall. More details will be coming in the next couple of weeks.

Motion to accept and sign the Climate Action Advisory Committee Resolution was made by Shelly Ekholm, seconded by Kevin Emery and all were in favor.

Board Member Kevin Emery received a complaint on BFD Members responding to EMS calls in their personal vehicles at high rates of speed. The manager had already gotten a complaint and addressed it with those firefighters as well as the Fire Chief. All members will be reminded to slow down in those residential areas where children frequently are playing.


6. Next Meeting – Tuesday, September 13, 2022, 6:00PM.

7. Adjournment – Motion to adjourn meeting at 7:38pm was made by Shelly Ekholm, seconded by Kevin Emery and all were in favor.

Respectfully submitted,

Alicia M. Harmon
Town Clerk


Byron Weymouth, Chairperson


Kevin Emery


James Hartin


Shelly Ekholm


Dean Bellatty